

United States Department of Agriculture



Natural Resources Conservation Service  
375 Jackson Street, Suite 600  
St. Paul, MN 55101-1854

Phone: (651) 602-7900  
Fax: (651) 602-7914

Transmitted via Email

December 19, 2007

MINNESOTA BULLETIN NO. 260-8-7

SUBJECT: INF –NATIONAL PHEASANTS FEST 2008

Purpose. To solicit volunteers to staff the NRCS booth at Pheasant Fest 2008.

Expiration Date. February 1, 2008.

The Natural Resources Conservation Service (NRCS) has agreed to sponsor and be an exhibitor at the upcoming National Pheasant Fest 2008, which will be held at the Saint Paul River Center January 18 – 20, 2008. Volunteers are needed to staff both the NRCS booth at this event and a Landowner Help Desk. The Landowner Help Desk will be jointly staffed by Pheasants Forever, SWCD, MN DNR, NRCS and other conservation partner employees. MN DNR will have computer equipment available at the Landowner Help Desk for partner staff to access aerial imagery of individual landowner's farms. Technical staff could use the aerial imagery to demonstrate where conservation practices and programs fit on individual farms.

The booths must be staffed daily at the times below. Shifts are three or four hours long.

Shift Hours

|          |                  |          |          |         |
|----------|------------------|----------|----------|---------|
| Friday   | January 18, 2009 | 1pm-5pm  | 5pm-9pm  |         |
| Saturday | January 19, 2008 | 9am-12pm | 12pm-3pm | 3pm-6pm |
| Sunday   | January 20, 2008 | 10am-1pm | 1pm-5pm  |         |

Employees covered under the Fair Labor Standards Act should make sure they select shifts within their normal work hours and account for travel time. Proximity to the Twin Cities will be a factor in the selection of volunteers. Please note, employees who are approved to work at Pheasant Fest will be eligible for expense reimbursement, i.e., parking and mileage reimbursement.

Interested employees should first obtain permission from their supervisors. Employees covered under the Fair Labor Standards Act should make sure they select shifts within their normal work hours and account for travel time. Employees working outside their normal work hours and requesting overtime pay or compensatory time off must submit a Request For Overtime Pay or Compensatory Time Off (MN-PER-005).

Helping People Help the Land

An Equal Opportunity Provider and Employer



After obtaining permission from your supervisor submit, via email, your desired shift time(s) to Mark Oja. More detailed information about this event will be provided to selected volunteers. For more information contact Mark Oja at (651-602-7868).

/S/

WILLIAM HUNT  
State Conservationist

Dist: AO  
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